SMALL BUSINESS COMMISSION
Permitting Committee
MEETING MINUTES

Monday, December 6, 2010

2:30 P.M. – 4:00 P.M.
CITY HALL, ROOM 421

1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102

COMMISSIONERS PRESENT:

Commissioners Luke O'Brien, Janet Clyde

1. **Call to order and roll call for the December 6, 2010 Permitting Committee meeting**

The meeting was called to order at 2:53PM

2. **Approval of the October 22, 2010 Permitting Committee minutes: Explanatory Documents: Draft October 22, 2010 Permitting Committee minutes. (Action Item)**

Motion: Commissioner O'Brien made a motion to adopt the September October 22, 2010 Permitting Committee minutes as drafted.
Second: Commissioner Clyde.
Ayes: Clyde, O'Brien

3. **Staff report and review of SBC/OSB projects and programs assigned to the Committee. Explanatory Documents: SBC Permitting Committee list of 2010 projects, programs and priorities. (Discussion Item)**

OEWD will not be taking a comprehensive look at permit streamlining. OSB will begin looking at Police permits and Planning (Conditional Use and restaurant issues) as part of this process. Online filing and payments is scheduled for an update by the TTX office in January or February. NC@20 will be discussed at a future meeting. CAPPS was also discussed. The restaurant task force is on hold due to America's Cup preparation. Impact fees will continue to be discussed; staff has been directed to schedule a speaker at the next few meetings to provide a briefing on various fees. Small venue entertainment permitting was deferred to later in the meeting for the specific agenda item. Formula retail will be referred to the Legislation and Policy Committee and Outreach and Economic Committee as appropriate. Commissioner O'Brien asked that a potential joint Commission meeting now involve only the BID and that staff begin working with the Commission staff to schedule a February meeting.

Commissioners also added Health Care Reform Task Force and increasing the business registration fee to the list of projects, programs and priorities.

4. Discussion and overview of various impact fees that small businesses are subject to. (Discussion Item)

Staff will begin calendaring representatives of various departments that charge the various impact fees that affect small businesses. Commissioners requested a briefing on Eastern Neighborhoods, PUC, and MTA. Staff will compile binders and provide Commissioners with various updates and information on each fee. Commissioners reviewed a letter of determination regarding a business inquiry for entertainment/bar/restaurant use in an Eastern Neighborhood area. This business received vague information from the zoning administrator and the potential business was advised that fees "may apply" without further details.

5. Staff report and review of permitting issues identified by SBC/OSB staff. (Discussion Item)

No updates.

6. Staff report, review and discussion on the Entertainment Permit process and possible streamlining opportunities. (Discussion Item)

The Commission Secretary provided Commissioners with an update on entertainment permitting streamlining discussions. Secretary Schulman also provided an update on entertainment zoning changes on Van Ness avenue that were made and recently amended by the Board of Supervisors.

7. Commissioner Reports. (Discussion Item)

No reports.

8. New Business – allows committee members to introduce new agenda items for future consideration by the committee.

No new business.

9. Adjournment

The meeting was adjourned at 4:25pm